

Emergency Telephone Service Committee
Policy Subcommittee Meeting
December 14, 2004

Minutes

1. Call to Order.

The policy Subcommittee meeting of the ETSC was called to order at 9:20 a.m. by Dale Berry, Chair. Those in attendance were Dale Berry, James Fyvie, and John Hunt. Also in attendance was ETSC Chair Dale Gribler and State 9-1-1 Coordinator Harriet Miller-Brown.

2. Call to the Public.

There were no issues raised by the public.

3. Creation of an Executive Sub-Committee.

Chair Dale Gribler addressed the Subcommittee regarding the need for an Executive Subcommittee. Dale stated that there are occasions when as chair of the ETSC, he is asked for an interpretation on a specific issue. This is happening more frequently now that we have a State 9-1-1 Coordinator. Dale explained that he is uncomfortable giving advice on behalf of the entire ETSC and he would appreciate the creation of an Executive Subcommittee which would offer a broader consensus when giving advice. He further explained that many organizations have such a committee in place, and gave examples. He does not advocate that a Executive Subcommittee should make policy. It would simply assist in interpreting existing ETSC policy when it is impractical to call together a full meeting of the ETSC. The proposed subcommittee might have regular meetings, or might be called upon to discuss a special issue.

The Policy Subcommittee discussed this issue in greater detail. Concerns still exist about making sure that the Executive Subcommittee did not set policy. The make up of the committee was briefly discussed. One suggestion was to appoint the ETSC Chair, Vice Chair and heads of the major committees to the group. Another suggestion was to make sure that certain interest groups, such as the State Police and Sheriffs Association were represented. It was also suggested that the group might be comprised of 5-7 people. An odd number makes it easier to achieve a quorum. Too big of a group would be impractical, as this subcommittee might be asked to assemble quickly for an issue.

A question was raised as to whether a proposed Executive Subcommittee could be advisory to the State 9-1-1 Coordinator, as this position reports to the State Police,

not to the ETSC. Harriet offered to mail out her job description to the members of the Policy Sub-Committee for review.

It was generally agreed that we should try to make this work. The Policy Committee will meet in January to discuss the issue in more detail.

4. Next Meeting.

The next meeting of the ETSC Policy Subcommittee is scheduled for Wednesday, January 5, 2005 at 10:00 a.m. by telephone conference call. The Chair will arrange for the conference call and let the members know.

5. Adjournment.

The meeting was adjourned at 9:45 a.m.

Respectfully submitted,

Dale J. Berry
Chair